State of Illinois

DEPARTMENT OF PUBLIC INSTRUCTION

CIRCULAR NO. 120

Second Edition

A WORKING LIBRARY

A List of Books Recommended for a Working Library in Recognized High Schools with Suggestions as to the Use of a Library and Suggestions and Requirements as to Wall Maps.

Prepared by

JOHN CALVIN HANNA

and

HARRY M. THRASHER

Supervisors of High Schools

Issued by

FRANCIS G. BLAIR

Superintendent of Public Instruction

May, 1920

[Printed by authority of the State of Illinois.]

Springfield, Ill.
Illinois State Journal Co., State Printers.
1920

33901—2M

027.821
I 291 w2

A WORKING LIBRARY.

The library is an essential part of the equipment of a good high school. To form an essential part of the equipment in a Recognized High School the library need not be large but it should be chosen solely with reference to its use by the pupils in their school work. There are of course other purposes for libraries in general than the one here suggested, such as belong to the ordinary public circulating or reference library of a community, and in smaller communities this purpose has to be served to a certain extent by the school library, but it should never be forgotten that in the selection and use of the books in a high school library the purpose named above is the main and original purpose, namely, for use by the pupils in their school work.

Some schools report a library of a hundred volumes or several times that number, most of which are useless for education. After subtracting from the total number, which perhaps sounds formidable, the ragged and antiquated textbooks which have accumulated during a term of years, the reports of the United States census, and other public documents seldom used by the public, the handful of works of fiction that were the "best sellers" of the previous decade, two or three old subscription "Garlands" presented by somebody to a helpless school and the "works" of certain writers which are loved and studied neither by pupil nor teacher—in many cases the total remainder is almost negligible as a working library.

The teacher must be courageous in refusing to accept the culled-over remains of cast-off libraries. The very pressure of lifeless material on the school library shelf prevents the development in the students of an interest in vital knowledge. Not only must the teacher not accept useless stuff but he must constantly cull from his own selections all that is not available for use by the student, for a school library must minister to the wants of the student. Hence, the necessity for wise selections.

A high school library should be a laboratory, and its "apparatus" should be selected with as great care as the equipment of a science laboratory.

Too much emphasis can hardly be placed on the view of the library. Those schools which actually use their libraries in the way suggested by the word "laboratory" are usually found to be live schools where real teaching is done.

The books recommended here are such as will be *used* by the pupils under the careful guidance of the qualified teacher who—especially with beginners—should not content himself with saying, "better look that up in the library," but should in many cases select the exact passages to be read and should gradually and carefully train his pupils to the skillful and practical use of a library, and to the joy and general help that comes with such facility.

The best normal schools and a few colleges are now requiring a knowledge of library methods and this is a part of the equipment of a well equipped high school teacher. Students are taught the intelligent use of the library, the best magazines, the best dictionaries and general reference books; how to repair books; how to bind pamphlets, etc.

It is important that sufficient shelf room be provided, with doors to protect from dirt and from loss and that care be exercised in the handling and return of school library books.

The equipment of the school library including a wise use of good periodicals lays the foundation for general intelligence and will contribute to an increased knowledge of our relations and our interests with the nations of the world that will aid in building up a sure defense against such a future calamity as the world war and its train of evil consequences.

The supervisors of high schools will take pleasure in assisting any school in making selections, larger or smaller, in all these fields, and with the aim of making such assistance most reliable and practical they invite and earnestly seek the cooperation of those teachers whose experience, great or small, lead them to form judgments on particular books or lists that might be of assistance to others less experienced.

LISTS OF BOOKS SUGGESTED FOR A WORKING LIBRARY IN A RECOGNIZED HIGH SCHOOL.

The lists given below are neither complete nor full. They are intended rather to suggest those books that are absolutely necessary for a school that professes to make use of a collection of books in connection with the courses offered, in accordance with the conception of a "working library" presented in the introduction.

For those who feel the necessity for fuller lists, reference is made to the numerous lists that have been published and that are obtainable by any wide-awake teacher.

The bulletin on high school libraries issued by the University of Illinois, Vol XIV, No. 33, is of value in this connection. It contains a list by Miss Mary Hall of some inexpensive helps in making a high school library effective, including the titles of several published lists of books, also of its lists of pictures and lantern slides.

Among those of especial importance there mentioned are these:

Fay, Luay & Eaton, "Use of Books and Libraries" Boston Book Co... $3.25
Oregon Library Commission, "Books for High School Libraries," American Library Association, 78 E. Washington St., Chicago.... .50
United States Bureau of Education, "List of Books Suited to a High School Library"..... .15

The first two are especially of value for small high schools. The last is a large list (some 2,000 titles) prepared by the University High School, Chicago, exceptionally well classified and with helpful comments.

The bulletin of the University of Illinois referred to above gives guidance as to the proportion that should be preserved between different departments in the purchase of books and as to the ordering and library treatment of books, and contains a useful list of inexpensive maps and how they may be obtained.

MINIMUM REQUIREMENTS FOR RECOGNIZED HIGH SCHOOLS.

I. For Two Year High Schools.
   (a) One encyclopedia, one unabridged dictionary, one modern atlas, one historical atlas—all selected from "List I."
   (b) All of the books under "List II" in so far as the subjects named are taught in the school.

II. For Three Year and Four Year High Schools.
   (a) and (b) All the books required for a Two Year High School under (a) and (b) above.
   (c) At least all books marked * in "List III" under each subject taught in the school.
   N. B. A progressive school will seek to enrich its library by the addition from time to time of books in List III, which are valuable though not starred as minimum essentials, and by useful books learned of elsewhere.

III. Maps—for all Recognized High Schools.
   Read carefully the paragraph in this circular about historical wall maps.

There are given below, *first,* a list of books for general reference needed in any high school with a choice of more or less expensive books; *second,* a list of books needed in connection with the several subjects that may be taught in a Recognized Two-Year High School; in making up a list for purchase, selection should of course be made with reference to the studies that are taught in the particular school; *third,* an additional list of books that will be needed in Recognized Three-Year and Recognized Four-Year High Schools in which are offered certain courses not to be approved in a Recognized Two-Year High School and for advanced or full unit courses, for example in botany and zoology; *fourth,* information and suggestions about maps and lists of maps required for recognized high schools; *fifth,* certain suggestions regarding the use of periodicals in high schools; *sixth,* list of books selected for uniform college entrance requirements; *seventh,* names and addresses of publishers.

I. GENERAL REFERENCE LIST FOR ANY HIGH SCHOOL.

The school should select one or more under each head with due regard to its resources. The following are commended:

ENCYCLOPEDIAS.

Everyman's Encyclopedia (Dutton) 12 vols	$ 15.00
Appleton's New Practical Encyclopedia, 6 vols	30.00
Nelson's Loose Leaf Encyclopedia (Nelson) 12 vols (Kept up-to-date by leaves annually revised for insertion)	96.00
Encyclopedia Americana 30 vols	210.00
New International Encyclopedia (Dodd, Mead & Co.) 24 vols	*85.00
Century Dictionary and Encyclopedia with Atlas, (Sears-Roebuck)	*75.00
Encyclopedia Britannica (11th edition) 29 vols., Sears-Roebuck edition, cloth, cheapest binding, cash	86.50
The World Book (10 vol) (W. F. Quarrie Co., Chicago)	48.50

ENGLISH DICTIONARIES.

New International (Merriam)	16.00
Standard Dictionary of the English Language (Funk and Wagnalls)	14.00

* Former price; not corrected by publishers.

MODERN ATLASES.

New Imperial Atlas of the World (Rand, McNally) ..... $ *1.75
International Atlas (Rand, McNally) *7.50
(There are, of course, other excellent and more expensive atlases.)

MISCELLANEOUS.

Daily News Almanac (Chicago Daily News) ..... .60
(Especially for city and state.)
World Almanac (New York World Co.) (1921 edition ready January 1921) (United States and foreign statistics.) 1.25
Freeman's Historical Geography and Atlas (Longmans, Green) 6.00
Dow's Atlas of European History (Holt) 2.00
(One of these last two is essential if European history is taught.)
The following are of value if a teacher knows how to use them.
Roget's Thesaurus of English Words and Phrases (Longmans) 1.50
Kiepert's Atlas Antiquus (Stechart) 1.75
Finch & Baker Geography of World's Agriculture (Dept. of Pub. Documents, Washington D. C. Send with order.) 1.00
Hoyt's Cyclopaedia of Quotations (Funk & Wagnalls) 6.00
Brewer's Dictionary of Phrase and Fable (Lippincott) 2.00
Brewer's Reader's Handbook (Lippincott) 3.50
Who's Who (Macmillan) 11.25
Who's Who in America (Chicago, Marquis) *3.50
Appleton's Annual (Appleton) 5.00

II. FOR A RECOGNIZED TWO-YEAR HIGH SCHOOL.

ENGLISH.

Gayley—Classic Myths in English Literature (Ginn) ..... $ 1.80
Manly—English Prose and Poetry (Ginn) 2.40
Quiller-Couch—The Oxford Book of English Verse, (1250-1900) (Frowde) 4.00
Stedman—Poets of America (Houghton, Mifflin Co.) 3.00
Shakespeare—Not less than six plays (Everyman's) 5.40
(There are other good and inexpensive editions of these and other standard works.)
Scott—Ivanhoe, Kenilworth, Quentin Durward, (Everyman's) 2.70
Eliot—Silas Marner, Romola (Everyman's) 1.65
Blackmore—Lorna Doone (Everyman's) ..... .90
Wendell—English Composition (Scribner) 1.50
Century Handbook of Composition (Century) ..... .80

GENERAL SCIENCE.

Barber—First Course in General Science (Holt) 1.60
Forman—Stories of Useful Inventions (The Century) 1.50
Weed—Chemistry in the Home (American Book Company) 1.20

PHYSIOLOGY.

Hough and Sedgwick—The Human Mechanism (Ginn) 2.00

PHYSICAL GEOGRAPHY.

Harrington—About the Weather (Appleton) 1.20
Salisbury, Barrows and Tower—Modern Geography (Holt) 1.60
Fairbanks—Rocks and Minerals (Educational Publishing Co.) ..... .70

BOTANY.

Mathews—Field Book of American Wild Flowers (Putman) 3.00
Dana—How to Know the Wild Flowers (Scribner) 2.50
Keeler—Our Native Trees (Scribner) 2.50

---

* Former price; not corrected by publishers.

ZOOLOGY.

Ingersoll—The Life of Animals, The Mammals (Macmillan) ..... $ 1.50
Sanderson—Insect Pests of Farm, Orchard and Garden (Wiley) 3.00
Reed—Land Birds East of the Rockies (Doubleday, Page) 1.00
Beautenmueller—Manual of Common American and European Insects (Funk, Wagnalls) ..... .25
Beutenmueller—Manual of Common Butterflies and Moths (Funk, Wagnalls) ..... .25

AGRICULTURE.

Waters—Essentials of Agriculture (Ginn) 1.48
Nolan—A Year in Agriculture and Home Projects (Row, Peterson & Co.) 1.32
Mosier—Farm Crops and Soils (Rand, McNally) 1.60
Davis—Horticulture (Lippincott) 1.75
Harper—Animal Husbandry for Schools (Macmillan) 1.60
Bull—Principles of Feeding Farm Animals (Macmillan) or Eckle & Warren—Dairy Farming (Macmillan) 1.40

ELEMENTARY CIVICS.

Willoughby—Rights and Duties of American Citizenship (American Book Company) 1.20
Garner and others—Syllabus for Course in American Government (Univ. Illinois) Bulletin 34, Vol. VIII.

COMMERCIAL GEOGRAPHY.

Brigham—Commercial Geography (Ginn) 1.56
Toothaker—Commercial Raw Materials (Ginn) 1.80

ANCIENT HISTORY.

West—History of the Ancient World (Allyn & Bacon) 1.75
Fling—Source Book of Greek History (Heath) 1.36
Botsford—Story of Rome (Macmillan) 1.20
Munro—Source Book (Heath) 1.36

MEDIEVAL AND MODERN HISTORY.

Robinson—Introduction to the History of Western Europe (Ginn) 1.96
Bemont and Monod—Medieval Europe (Holt) 2.00
Robinson and Beard—Development of Modern Europe (Ginn) (2 vol.) 3.76

LATIN.

Froude—Caesar, a sketch (Harper) 1.00
Johnston—Private Life of the Romans (Scott, Foresman & Co.) 1.60
Judson—Caesar's Army (Ginn) 1.36

III. ADDITIONAL LISTS FOR RECOGNIZED THREE-YEAR AND FOUR-YEAR HIGH SCHOOLS.

Those marked * are especially desirable if resources are limited.

ENGLISH.

LANGUAGE AND COMPOSITION.

* Greenough and Kittredge—"Words and Their Ways" (Macmillan) .. $ 1.60
* Bates—"Talks on Writing English" (Houghton, Mifflin Co.) 2 vol... 3.20
Anderson—"Study of English Words" (American Book Co.) ..... .52
Jesperson—"Growth and Structure of English Language" (Stechert) 1.25
* Brewer—"Oral English" (Ginn) 1.20

LITERATURE.

* Moody and Lovett—A First View of English and American Literature (Scribner) ..... $ 1.40
* Pace—American Literature with Readings (Allyn & Bacon) 1.60
Saintsbury—Flourishing of Romance and the Rise of Allegory (Scribner) 1.50
* Twelve Centuries of English Prose and Poetry (Scott, Foresman) .. 2.20
* Three Centuries of American Prose and Poetry. (Scott, Foresman Co.) 2.20
Johnson—Forms of English Poetry (American Book Co.) 1.20
Moulton—Shakespeare as a Dramatic Artist (Frowde, London) 2.50
Jusserand—Literary History of the English People (Putman) 3v... 10.50
Hubbard—Little Journeys to the Homes of American Authors (Putman) 2.00
* Dowden—Shakespeare Primer (Amer. Book Co.) ..... .44
Burton—Masters of the English Novel (Holt) 1.60
* Perry—A Study of Prose Fiction (Houghton, Mifflin Co.) 1.60
Bates—Talks on the Study of Literature (Houghton, Miffin) 1.75
Cross—Development of the English Novel (Macmillan) 1.75
Albright—The Short Story (Macmillan) 1.40
Woodbridge—The Drama, Its Laws and Its Technique (Allyn) 1.20
* Mabie—Shakespeare, Poet, Dramatist and Man (Macmillan) 1.50
(See also list printed elsewhere in this circular of books for College Entrance Requirement.)

POETRY.

Browning, Robert—Complete Poetic and Dramatic Works (Houghton, Mifflin Co.) 2.50
Chaucer—ed., Skeat (Oxford) .....
Beowulf—tr. Childs (Houghton, Mifflin Co.) ..... .32
Coleridge—Golden Book (Selections—Everyman's) ..... .90
* Homer—Iliad, tr. Lang Leaf, & Myers (Macmillan) 1.00
* Odyssey—tr. Butcher & Lang (Macmillan) 1.00
Kipling—Departmental Ditties and Barrack-Room Ballads (Doubleday, Page) 1.75
* Longfellow—Complete Poetical Works (Houghton, Mifflin Co.) .. (Or in Everyman's) 1.65
Milton—Complete Poems, ed. Moody (Houghton, Mifflin Co.) 3.00
* Percy—Reliques of Ancient English Poetry, 2 vols. (Everyman's) 1.80
Poe—Complete Poetical Works (Houghton, Mifflin Co.) 3.00
Scott—Complete Poetical Works, ed. (Cambridge Edit.) Houghton Mifflin Co.) 3.00
Shelley—Poetical Works, 2 vols. (Everyman's) 1.80
* Tennyson—Poems (Houghton, Miffin Co.) 1.65
Wadsworth—Poems, (Cambridge Edit.) (Houghton, Mifflin Co.) ... 3.50

DRAMA.

Manly—Specimens of Pre-Shakespearean Drama, 2 vols. (Ginn) 3.60
Shakespeare—Variorum edition of the plays studied, 4 vols., each .. 6.00

FICTION.

* Long—Arabian Nights' Entertainments (Longmans, Green & Co... 1.50
Austen—Pride and Prejudice (Everyman's) ..... .90
* Bunyan—Pilgrim's Progress (Everyman's) ..... .90
* Dickens—Nicholas Nickleby, Barnaby Rudge, Tale of Two Cities, Old Curiosity Shop, Bleak House, David Copperfield (Everyman's) 5.40
Doyle—Adventures of Sherlock Holmes (Harper) 1.90
White Company (Burt) 1.90
Harte—The Luck of Roaring Camp, etc. (Houghton, Mifflin Co.) .. 2.00

* Hawthorne—House of Seven Gables (Everyman's)	$ .90
Marble Faun	.90
Twice-told Tales	.90
Scarlet Letter	.90
Kinsley—Hypatia (Everyman's)	.90
Kipling—Plain Tales from the Hills	1.75
Soldiers Three (Doubleday, Page & Co.)	1.75
Lytton—Harold (Everyman's)	.90
* Lytton—Last Days of Pompeii, (Little, Brown & Co.)	1.75
Malory—Morte d'Arthur, 2 vols. (Everyman's)	1.80
Mark Twain—Adventures of Huckleberry Finn (Harper)	2.00
Adventures of Tom Sawyer (Harper)	2.00
Connecticut Yankee in King Arthur's Court (Harper)	2.00
* Poe—Tales (Everyman's)	.90
* Reade—The Cloister and the Hearth (Everyman's)	.90
* Stevenson..Kidnapped (Everyman's)	.90
* Thackeray—Pendennis, 2 vol. (Everyman's)	1.80
Vanity Fair (Everyman's)	.90
* Van Dyke—The Other Wise man (Harper)	1.00
The Blue Flower (Scribner)	2.00

ESSAYS, ETC.

Ashton—Social Life in the Reign of Queen Anne (Scribner)	1.50
* Franklin—Autobiography (Everyman's)	.90
* Irving—Sketch Book (Everyman's)	.90
Conquest of Granada (Everyman's)	.90
Macaulay—Miscellaneous Essays and Lays of Ancient Rome (Everyman's)	.90
* Stevenson—An Inland Voyage (Scribner)	1.00
Travels with a Donkey (Scribner)	1.00
Virginibus Puerisque (Scribner)	1.60
Thoreau—Walden (Everyman's)	.90
Lamb—Essays of Elia (Everyman's)	.90
Steiner—From Alien to Citizen (Revell)	2.50
Hagedorn—Boy's Life of Roosevelt (Harpers)	1.60
* Nicolay—The Boy's Life of Lincoln (Century)	1.65
* Lodge & Roosevelt—Hero Tales from American History (Century)	1.65
Washington—Up From Slavery (Doubleday, Page)	1.75
* Riis—The Making of an American (Macmillan)	3.00
Antin—The Promised Land (Houghton, Mifflin)	2.00
Roosevelt—Letters to His Children (Scribner)	2.50
Andrews—The Perfect Tribute (Scribner)	.36
Schurz—Lincoln (Houghton, Mifflin)	.44
Palmer—Life of Alice Freeman Palmer (Houghton, Miffllin)	2.00
Hagedorn—You Are the Hope of the World (Macmillan)	.60
* Speare & Norris—World War Issues and Ideas (Ginn)	1.40

WORLD LITERATURE.

A good high school library may very well contain some specimens of the best of "World Literature" in good English translation as Aesop, Aeschylus, Euripides, Sophocles, Homer (see above) Plato, Plutarch, Virgil, Cervantes, Dumas, ("Three Musketeers,") Hugo, Montaigne, Schiller, Goethe, Dante, Nibelungen Lied. Careful selection should be made of translation and edition in each case. Some of the latter day writers may be chosen with advantage, as Daudet's "Tartarin of Tarascon," (Macmillan) $.48; Sienkiewicz, "Quo Vadis" (Little Brown & Co.) 2.00; Maupassant, "The Odd Number" (Harper), $1.50.

LATIN.

* Harper's Classical Dictionary (American Book Company)	$ 8.00
Guhl & Koner—Life of the Greeks and Romans (Scribner)	†2.50

† Former price; not corrected by publisher.

Mahaffy—What Have the Greeks Done for Modern Civilization? (Putman) ..... $ 1.50
Sihler—Annals of Caesar (Stechert) 1.75
Davis—A Friend of Cæsar (Macmillan) 1.75
* Johnston—Private Life of the Romans (Scott-Foresman Co.) 1.60
* Lodge—Vocabulary of High School Latin (Oxford) .....
* Holmes—Caesar's Conquest of Gaul (Ginn) 2.75
Latin Plays—J. J. Schlicher ed. (Ginn) ..... .96
Forsyth—Life of Cicero (Scribner) (Out of print) .....
Abbott—History and Description of Roman Political Institutions.. 2.00
* Fowler—Social Life in the Time of Cicero (Macmillan) 3.00
Carter—Religion of Numa (Macmillan) (Out of Print) .....
Huelson—Carter ed. Roman Forum (Stechert) 1.75
* Sabin—The Relation of Latin to Practical Life 1.79

SCIENCE.

GENERAL SCIENCE.

Huxley—Lectures and Lay Sermons (Everyman's) ..... .90
* Burns—The Story of Great Inventions (Harper) 1.40

BOTANY.

* Bergen & Davis—Principles of Botany (Ginn) 2.00
Gray—New Manual of Botany (American Book Co.) 3.00
* Coulter, Barnes & Cowles—A Textbook of Botany, 2 vols. (American Book Company) 4.80
Dixon—Human Side of Plants (Stokes) 2.25
Conn—Bacteria, Yeasts and Molds in the Home (Ginn) 1.32
Sargent—Plants and Their Uses (Holt) 1.48
Pammell—Weeds of the Farm and Gardens (Judd) 1.75
Osterhout—Experiments with Plants (Macmillan) 1.60
King—The Soil (Macmillan) 1.75
Harwood—New Creations in Plant Life (Macmillan) 2.25

ZOOLOGY.

Parker & Haswell—Manual of Zoology (Macmillan) 2.75
* Hornaday—American Natural History (Scribner) 5.00
Kellogg—Animals and Man (Holt) 1.48
Apgar—Birds of the United States (American Book Co.) 2.00
* Osborn—Economic Zoology (Macmillan) 2.75
Weed & Dearborn—Birds in their Relation to Man (Lippincott) 2.50
Doane—Insects and Diseases (Holt) 2.00

PHYSICS.

* Cajori—Physics in Its Elementary Branches (Macmillan) 2.00
* Gibson—Electricity of Today (Lippincott) 2.00
Lynde—Physics of the Household (Macmillan) 1.60
Onken and Baker—How to Understand Electrical Work 1.60

CHEMISTRY.

Philip—Romance of Modern Chemistry (Lippincott) 1.75
* Cohn—Chemistry in Daily Life (Lippincott) 2.50

PHYSICAL GEOGRAPHY.

* Salisbury—Advanced Physiography (Holt) 4.00
Salisbury, Barrows, and Towers—Elements of Geography (Holt) .. 1.80
Moore—Descriptive Meteorology (Appleton) 4.00

GENERAL GEOGRAPHY.

Mill—International Geography (Appleton) ..... $ 5.00
* Bartholomew—School Economic Atlas (Oxford Press) .....
Ridgley—Geography of Illinois (Uni. of Chicago Press) In. press
Semple—American History and its Geographic Conditions (Houghton) 4.00
Brigham—Geographic Influences in American History (Ginn) .....
Huntington—Climate and Civilization (Yale Uni. Press) .....

AGRICULTURE.

* Montgomery—Productive Farm Crops (Lippincott) 2.50
Green—Popular Fruit Growing (Webb) 1.20
Bailey—Principles of Fruit Growing (Macmillan) 2.50
Bailey—Principles of Vegetable Gardening (Macmillan) 2.00
* Davis—School and Home Gardening (Lippincott) 1.28
Boss—Handbook of Farm Management (Lyons & Carnahan) 1.24

Fuller lists for classes in agriculture may be found by consulting Circular 129.

Books recommended by the State Board for Vocational Education for "Smith-Hughes" Schools may be seen in lists obtainable by addressing the Supervisor of Agriculture in care of the board.

DOMESTIC SCIENCE AND ART.

Farmer—Boston Cooking School Cook Book (Little, Brown & Co.) . 2.50
* Bevier, Elliot & Terrill—The House, Hygiene, Household Management (American School of Home Economics, Chicago) 2.50
Howard—The House Fly, Disease Carrier (Stokes) 2.50
Wiley—Foods and Their Adulterations (Blakiston) 5.00

COMMERCIAL STUDIES.

Hatfield—Modern Accounting (Appleton) 2.50
Williston—Commercial Law (Amer. Inst. of Banking) 2.50
Chisholm—Handbook of Commercial Geography (Longmans) 2.50
Gregory, Keller & Bishop—Physical and Commericial Georgraphy (Ginn) 4.00
Moore—Industrial History of the American People (Macmillan) .. 1.80
* VanHise—Conservation of Natural Resources in the United States (Macmillan) 2.25
* Smith—Industrial and Commercial Geography (Holt) 4.00
Smith—Commerce and Industry (Holt) 1.72
Carpenter—How the World is Fed
How the World is Clothed
How the World is Sheltered (American) ..... each .72

ECONOMICS.

Bullock—Introduction to Economics (Silver, Burdette & Co.) 1.76
* Ely and others—Outlines of Economics (Macmillan) 2.40
George—Progress and Poverty (Doubleday) 1.50
Laughlin—Elements of Political Economy (American Book Co.) .. 1.40
Johnson—Money and Currency (Ginn) 2.75

HISTORY.

AMERICAN HISTORY AND CIVICS.

* Fiske—Beginnings of New England (Houghton, Mifflin Co.) ..... $ 2.25
Old Virginia and Her Neighbors 4.50
The American Revolution, 2 vols 4.50
Critical Period in American History 2.25

Parkman—The Old Regime in Canada, Pioneers of New France, Struggle for a Continent (Little, Brown & Co.) total.....$ 5.25
* Halsey—Great Epochs in American History (Funk & Wagnalls).. 3.50
* Hart—ed., American History as Told by Contemporaries, 4 vols. (Macmillan) 10.00
Wilson—History of the American People, 5 vols. (Harper)..... 36.00
Beard—American Government and Politics (Macmillan)..... 2.50
Lecky—American Revolution (Appleton)..... 2.25
Channing—History of the United States (Macmillan) 8 vols...each 3.00
* Bryce—American Commonwealth (Macmillan)..... 2.50
Reinsch, P . S.—American Legislatures and Legislative Methods (Century) 1.50
McConnell—Flying for France (Doubleday)..... 1.25
Letters and Dairy of Allan Seeger (Scribner)..... 1.75
Gerard—My Four Years in Germany (Doran)..... 2.00
Coman—Economic History of the United States (Macmillan)..... 2.40
Childs—Actual Government in Illinois (Macmillan)..... .85
Hughes—Community Civics (Allyn & Bacon)..... 1.40
Channing, Hart & Turner—Guide to Study and Reading of American History (Ginn)..... 2.88
Turkington—My Country (Ginn)..... .83

ANCIENT HISTORY.

Myres—The Dawn of History (Holt)..... .75
Deniker—The Races of Man (Scribner)..... 2.25
Maspero—Life in Ancient Egypt and Assyria (Appleton)..... 2.50
Botsford—Source Book of Ancient History (Macmillan)..... 1.80
* Seignobos—History of Ancient Civilization (Scribner)..... 1.48
Winckler—History of Babylonia and Assyria (Scribner)..... 2.00
Rawlinson—Story of Phoenicia (Putman)..... 2.00
Botsford—History of Greece (Macmillan)..... 1.40
Gulick—The Life of the Ancient Greeks (Appleton)..... 1.92
Seignobos—History of the Roman People (Holt)..... 1.48
* Emerton—Introduction to the Middle Ages (Ginn)..... 1.60
Davis—Readings in Ancient History, 2 vol. (Allyn & Bacon)..... 2.40
Botsford—History of Rome (Macmillan)..... 1.60
Tucker—Life in Ancient Athens..... 2.00

MEDIEVAL AND MODERN HISTORY.

Bryce—Holy Roman Empire (Macmillan)..... 3.50
Munro—History of the Middle Ages (Appleton)..... 1.60
* Robinson and Beard—The Development of Modern Europe, 2 vols. (Ginn) 2.76
Robinson, Breasted and Beard—Outlines of European History (to 1700 A. D.) (Ginn & Co.)..... 3.16
* Seignobos—History of Medieval and Modern Civilization to the End of the Seventeeth Century (Scribner)..... 1.48
Archer & Kingford—The Crusaders (Putman)..... 2.00
Seignobos—tr. Dow—The Feudal Regime (Holt)..... .60
* Seignobos—History of Contemporary Civilization (Scribner)..... 1.48
Tappan, E. M.—When Knights Were Bold (Houghton, Mifflin Co.). 2.50
Hazen—Europe Since 1815 (Holt)..... 3.50
Rose—The Revolutionary and Napoleonic Era (1789-1815) (Macmillan) 1.10
Patteson—Leading Figures in European History (Macmillan)..... 2.25
* Robinson—Reading in European History (Ginn & Co.)..... 3.80
Emerton—Medieval Europe (Ginn)..... 2.00

ENGLISH HISTORY.

* Gardiner—Student's History of England (Longmans, Green & Co.). 4.00
* Cheyney—Industrial and Social History of England (Macmillan).. 1.75
Cunningham & McArthur—Outlines of English Industrial History (Macmillan) 1.90

Creighton—The Age of Elizabeth (Longmans, Green & Co.) ..... $ 1.00
Freeman—William the Conqueror (Macmillan) .....
Firth—Oliver Cromwell and the Rule of the Puritans in England (Putman) 2.50
Morris—The Age of Queen Anne (Longman's Green & Co.) 1.00
Colby—Selections from the Sources of English History (Longmans, Green & Co.) 2.00
N. B.—The more recent textbooks in history have generally lists of reference books and pamphlets worth studying; every school contemplating such purchases, should consult those lists and the comments on them.
Green—Short History of the English People (American) 2.40
Tuell & Hatch—Selected Readings in English History (Ginn) 1.96

IV. MAPS.

Every high school should provide itself with wall maps for use in connection with the work in English, foreign languages, history, physical and commercial geography. An intelligent study of these subjects is virtually impossible without good maps.

The maps published by Rand, McNally & Co., Chicago, by A. J. Nystrom & Co. Chicago, and by Denoyer Geppert Co., Chicago, are all worthy of examination and much can be done by means of a comparatively small expenditure to equip the classes with good helps in this direction. The series of maps prepared by Professor J. P. Goode, of the University of Chicago is of the highest order and will add greatly to the equipment of any school. Maps should not be purchased except from reliable and responsible manufacturers or dealers.

Many accurate and inexpensive maps can be secured from the United States Government, and others through the University of Illinois Library School. Information regarding both of these sources is given in the University of Illinois bulletin referred to above, namely No. 33, Vol. XIV.

Many of these are of very small cost. For example, the United States land office map of the United States, 5 by 7 feet, mounted, costs only $1.00, and there are others equally valuable and inexpensive.

The historical wall maps published by the firms named above are reliable and of great value. The Johnston maps and the Kiepert maps for ancient history are well and favorably known.

Every high school applying for recognition is required to equip itself with at least eight historical wall maps for each history course taught. In making these purchases, great care should be exercised to purchase reliable and durable maps. Many schools will equip themselves with a larger number of maps than the minimum named above. No better investment can be made. The use of maps for classes in commercial and physical geography as well as in English literature is equally important.

Maps covering the following periods are suggested and approved for history classes:

ANCIENT HISTORY.

Ancient World.
Oriental Empires.
Greek and Phoenician Civilization.
Sequence Map of Greece.
Alexander's Empire.
Roman Power in Italy.
Conquest of Mediterranean.
Roman Empire.

MEDIEVAL AND MODERN HISTORY.

Charlemagne.
Holy Roman Empire.
Crusades.
Europe—1360.
Medieval Commerce.
Europe—1648.
Europe—1740.
Europe—1815.
The World—1914.
Europe—1914.

AMERICAN HISTORY.

World of Columbus.
International Rivalries 1580-1750.
Colonial Commerce and Industries.
Revolutionary War 1775-1783.
State Claims and Ratification 1776-1802.
Westward Movement 1763-1829.
Territorial Acquisitions 1776-1866.
Land and Water Routes 1829-1860.
Civil War 1861-1865.
Greater United States.

V. PERIODICALS IN A WORKING LIBRARY.

Any education that attempts to ignore periodical literature will fail in the task of fitting pupils for life, and moreover it will fail in any effort, conscious or unconscious, to lead pupils to ignore periodical literature. In no other form does the printed page win the attention of so many people for so large a part of their time.

Much periodical literature is trashy, poorly prepared or even dangerous. For this reason, if for no other, it behooves the teacher to lead his pupils to a familiarity with and an appreciation of good periodical literature, thus creating a distaste for that which is vicious or of low grade.

There are two other important reasons why the schools ought to make use of good periodical literature in connection with their daily work. One is found in the fact that these publications offer English whose style is all that can be asked for a model. One has only to know that the best of gifted present-day writers contribute constantly to these periodicals, and then he will recognize the great opportunities offered through them for the cultivation of English.

The second important reason for using periodical literature in the school is that thus more readily may the teacher and the pupil be kept in touch with the great world of events—political, social, literary, scientific, economic—and the teacher himself thus inspired can not rest until the same spirit permeates the school. Live periodicals are necessary in this day of struggle for a greater efficiency. No agency is of greater importance than periodical literature in helping the twentieth century to solve its special problem, namely, the harmonizing of the freedom of democracy with that efficiency that sometimes seems to be associated with autocracy.

Of untold value is the knowledge of the great world which the students even in the lower grades and especially in the high school will accumulate through a constant and carefully directed use of good periodicals.

Every high school ought to invest at least ten dollars a year in good periodicals. The investment in one or more of the best magazines —Atlantic, Harper, Century, Scribner, North American Review, etc., costing $4.00 each is sure to be of value in the hands of an intelligent and painstaking teacher.

Such a periodical as the Saturday Evening Post, moreover, may be made of value with English classes. A *good* daily paper, if really used, is another means whereby the teacher may keep her pupils in their thinking, writing and speaking in touch with the living world, its thought, its action and its speech. There are certain of the great metropolitan dailes that, in these later years, are setting a high standard in English. There can hardly be too great emphasis placed upon the intelligent study of good models of the present-day writers and there is no richer field for the selection of such models than in the best current magazines and newspapers. Care and discrimination are necessary; but this is true also of books.

The Outlook, Independent, St. Nicholas, Literary Digest, Good Housekeeping, Country Gentleman, Country Life in America, National Geographic Magazine—these are periodicals that may be used with excellent results in any wide-awake high school.

Schools that have large library funds at their disposal ought to present a full and rich selection of periodical literature. A high school boy or girl who forms the habit of glancing each month or each week at the offerings of the world's best in current periodicals in English, will not easily rest content with the shabbier offerings that are served at the poorer news stand, but will himself become one of those citizens who, by calling for the better periodicals at news stands, bookstores or library, create the demand that brings the supply of that which is illuminating, clarifying, uplifting and inspiring into the many smaller channels that lead out from the great centers of life and thought.

VI. COLLEGE ENTRANCE REQUIREMENTS IN ENGLISH.

The following list of the books adopted by the National Conference on Uniform Entrance Requirements in English will be found convenient for reference.

It should be noted that there are two separate lists; a candidate may offer either for admission to almost any college, i. e. either the "Restricted List" or the "Comprehensive List."

Any or all of these books in both lists are desirable books for a high school library. Many of them are included in the foregoing lists for Recognized High Schools.

COLLEGE ENTRANCE REQUIREMENTS 1920—1922.

RESTRICTED LIST.

Books for Reading.

GROUP I—CLASSICS IN TRANSLATION.

Two to be selected.

For any Book in this Group a Book from any Other May be Substituted.

The Old Testament—at least the chief narrative episodes in Genesis, Exodus, Joshua, Judges, Samuel, Kings, and Daniel, together with the books of Ruth and Esther.

The Odyssey, with the omission, if desired, of Books, I-V.

The Aeneid.

The Odyssey and the Aeneid should be read in English translations of recognized literary excellence.

GROUP II—DRAMA.

Two to be selected.

Shakespeare's Merchant of Venice, As You Like It, Julius Caesar.

GROUP III—PROSE FICTION.

Two to be selected.

Dickens' A Tale of Two Cities.
George Eliot's Silas Marner.
Scott's Quentin Durward.
Hawthorne's The House of the Seven Gables.

GROUP IV—ESSAYS, BIOGRAPHY, ETC.

Two to be selected.

Addison and Steele's The Sir Roger de Coverley Papers.
Irving's The Sketch Book (selections covering about 175 pages).
Macaulay's Lord Clive.
Parkman's The Oregon Trail.

GROUP V—POETRY.

Two to be selected.

Tennyson's The Coming of Arthur, Gareth and Lynette, Lancelot and Elaine, The Passing of Arthur.
Browning's Cavalier Tunes, The Lost Leader, How They Brought The Good News from Ghent to Aix, Home Thoughts from Abroad, Home Thoughts from the Sea, Incident of the French Camp, Hervé Riel, Pheidippides, My Last Duchess, Up at a Villa—Down in the City, The Italian in England, The Patriot, The Pied Piper, De Gustibus, Instans Tyrannus.
Scott's The Lady of the Lake.
Coleridge's The Ancient Mariner.
Arnold's Sohrab and Rustum.

Books for Study.

GROUP I—DRAMA.

One to be selected.

Shakespeare's Macbeth, Hamlet.

GROUP II—POETRY.

One to be selected.

Milton's L'Allegro, Il Penseroso, Comus.
Book IV of Palgrave's Golden Treasury (First Series), with special attention to Wordsworth, Keats, and Shelley.

GROUP III—ORATORY.

One to be selected.

Burke's Speech on Conciliation with America.
Washington's Farewell Address.
Webster's First Bunker Hill Oration.
Lincoln's Gettysburg Address.

GROUP IV—ESSAYS.

One to be selected.

Macaulay's Life of Johnson.
Carlyle's Essay on Burns, with a brief selection from Burns's Poems.

Comprehensive List.

The following list is not intended to be in any sense prescriptive. Its purpose is rather to indicate, by examples, the kind of literature that secondary pupils should be taught to appreciate. Books of equal merit, covering a similar range of literary types, will be accepted as equivalents. New titles are in italics.

A fairly exhaustive list of books suitable for use in secondary schools is included in the Report of the National Joint Committee on the Reorganization of High School English, published by the United States Commissioner of Education.

GROUP I—CLASSICS IN TRANSLATION.

The Old Testament, comprising at least the chief narrative episodes in Genesis, Exodus and Joshua, Judges, Samuel, Kings and Daniel, together with the books of Ruth and Esther.
The Odyssey, with the omission, if desired, of Books I-IV, XV, XVI, XVII.
The Iliad, with the omission, if desired, of Books XI, XIII, XIV, XV, XVII, XXI.
The Aeneid.
The Odyssey, Iliad, and Aeneid should be read in English translations of recognized literary excellence.

GROUP II—DRAMA.

Everyman.
Shakespeare's Midsummer-Night's Dream, Merchant of Venice, As You Like It, Twelfth Night, The Tempest, Romeo and Juliet, King John, Richard II, Richard III, Henry V, Coriolanus, Julius Caesar ,Macbeth, Hamlet.
Goldsmith's She Stoops to Conquer.
Sheridan's The Rivals.

GROUP III—PROSE FICTION.

Malory's Morte d'Arthur.
Bunyan's Pilgrim's Progress, Part I.
Swift's Gulliver's Travels (Voyages to Lilliput and to Brobdingnag).
Defoe's Robinson Crusoe, Part I.
Goldsmith's Vicar of Wakefield.
Frances Burney's Evelina.
Scott's Novels.
Jane Austen's Novels.
Maria Edgeworth's Castle Rackrent, The Absentee.
Dickens' Novels.
Thackeray's Novels.
George Eliot's Novels.
Mrs. Gaskell's Cranford.
Kingsley's Westward Ho! Hereward the Wake.
Reade's The Cloister and the Hearth.
Griffith Gaunt.
Lytton's Last Days of Pompeii.
Blackmore's Lorna Doone.
Hughes' Tom Brown's Schooldays.
Stevenson's Treasure Island, Kidnapped, Master of Ballantrae, *Dr. Jekyll and Mr. Hyde.*
Kipling's Kim, Captains Courageous, Jungle Books.
Cooper's Novels.
Poe's Selected Tales.
Hawthorne's The House of the Seven Gables, Twice Told Tales, Mosses from an old Manse.
Howell's The Rise of Silas Lapham, A Boy's Town.
Wister's The Virginian.
Cable's Old Creole Days.
Short stories by various standard writters, as Bret Harte, Aldrich, Page, Hale, and Barrie.

GROUP IV—ESSAYS, BIOGRAPHY, ORATORY, ETC.

Addison and Steele: The Sir Roger de Coverley Papers, Selections from Tatler and Spectator.
Boswell: Selections from the Life of Johnson.
Franklin's Autobiography.
Washington's Farewell Address.
Burke's Speech on Conciliation with America.
Irving's Life of Goldsmith.
Southey's Life of Nelson.
Lamb's Essays of Elia.
Lockhart's Life of Scott.
Thackeray's Lectures on Swift, Addison, and Steele in The English Humorists.
Macaulay's Lord Clive, Warren Hastings, Milton, Addison, Goldsmith, Frederic the Great, Madame d'Arblay, Life of Johnson, Two speeches on Copyright, *History of England, Chapter III.*
Trevelyan: Selections from the Life of Macaulay.
Carlyle's Essay on Burns.
Ruskin's Sesame and Lilies, Selection.
Dana's Two years Before the Mast.
Webster's First Bunker Hill Oration.
Lincoln: Selections, including at least the Speech at Cooper Union, The Two Inaugurals, The Speeches in Independence Hall and at Gettysburg, The Last Public Address, the Letter to Horace Greeley; together with a brief memoir or estimate of Lincoln.
Parkman's The Oregon Trail.
Emerson's Manners, Self-Reliance.
Thoreau's Walden.
Lowell: Selected Essays.
Holmes' The Autocrat of the Breakfast Table.
Burroughs: Selected Essays.
Warner's In the Wilderness.
Curtis' Prue and I, Public Duty of Educated Men.
Stevenson's An Inland Voyage and Travels With a Donkey.
Huxley's Autobiography and selections from Lay Sermons, including the addresses on Improving Natural Knowledge, a Liberal Education, and A Piece of Chalk.
Hudson's Idle Days in Patagonia.
Clemens' Life on the Mississippi.
Riis' The Making of an American.
Bryce's The Hindrances to Good Citizenship.
A collection of Essays by Bacon, Lamb, DeQuincey, Hazlitt, Emerson, and later writers.
A Collection of Letters by various standard writers.

GROUP V—POETRY.

Palgrave's Golden Treasury (First Series); Books II and III, with special attention to Dryden, Collins, Gray, Cowper, and Burns.
Palgrave's Golden Treasury (First Series), Book IV, with special attention to Wordsworth, Keats and Shelley.
Milton's L'Allegro, Il Penseroso, Comus, Lycidas.
Pope's The Rape of the Lock.
Goldsmith's The Traveler, and The Deserted Village.
A Collection of English and Scottish Ballads, as for example, some Robin Hood Ballads, The Battle of Otterburn, King Estmere, Young Beicham, Bewick and Grahame, Sir Patrick Spens, and a selection from later ballads.
Coleridge's The Ancient Mariner, Christabel, and Kubla Khan.
Byron's Childe Harold, Canto III or IV, and the Prisoner of Chillon.
Scott's The Lady of the Lake, Marmion.
Macaulay's The Lays of Ancient Roome, The Battle of Naseby, The Armada, Ivry.

Tennyson's The Princess, The Coming of Arthur, The Holy Grail, Gareth and Lynette, Lancelot and Elaine, and The Passing of Arthur.
Browning's Cavalier Tunes, The Lost Leader, How They Brought the Good News from Ghent to Aix, Home Thoughts from Abroad, Home Thoughts from the Sea, Incident of the French Camp, Hervé Riel, Pheidippides, My Last Duchess, Up at a Villa—Down in the City, The Italian in England, The Patriot, The Pied Piper, DeGustibus, Instans Tyrannus.
Arnold's Sohrab and Rustum, The Forsaken Merman, *Balder Dead.*
Selection from American Poetry, with special attention to *Bryant*, Poe, Lowell, Longfellow, Whittier and *Holmes.*

VII. NAMES AND ADDRESSES OF PUBLISHERS REFERRED TO.

Allyn & Bacon.....1006 S. Michigan Ave., Chicago
American Book Company.....330 East 22d st., Chicago
American Institute of Banking.....15 Warsaw St., New York City
D. Appleton & Co.....823 S. Wabash Ave., Chicago
P. Blakiston's Son & Co.....1012 Walnut St., Philadelphia, Pa.
A. L. Burt Co.....114-120 E. 23d St., New York City
Cambridge University Press.....2 W. 45th St., New York City
Century Co.....353 4th Ave., New York City
T. Y. Crowell Co.....426-428 W. Broadway, New York City
Denoyer-Geppert Co.....460 E. Ohio St., Chicago
Dodd, Mead & Co.....4th Ave. and 30th St., New York City
George H. Doran Co.....New York City
Doubleday, Page & Co.....Garden City, New York
E. P. Dutton & Co.....681 5th Ave., New York City
Educational Publishing Co.....2457 Prairie Ave., Chicago
Everyman's .....(See E. P. Dutton)
Funk & Wagnalls Co.....354-360 4th Ave., New York City
Ginn & Co.....2301 Prairie Ave., Chicago
Harper & Bros.....Franklin Sq., New York City
D. C. Heath & Co.....623 S. Wabash Ave., Chicago
Henry Holt & Co.....34 W. 33d St., New York City
Houghton, Mifflin Co.....2451-2459 Prairie Ave., Chicago
Lyons & Carnahan.....623 S. Wabash Ave., Chicago
Orange Judd Co.....315 4th Ave., New York City
J. B. Lippincott Co.....2126 Prairie Ave., Chicago
Little, Brown & Co.....34 Beacon St., Boston, Mass.
Longmans, Green & Co.....323 E. 23d St., Chicago
The Macmillan Co.....Prairie Ave, and 25th St., Chicago
G. C. Merriam Co.....Springfield, Mass.
Thos. Nelson & Sons.....381 4th St., New York City
A. J. Nystrom Co.....2249-2253 Calumet Ave., Chicago
The Oxford Press.....29 W. 32d St., New York City
G. P. Putnam's Sons.....2 W. 45th St., New York City
Rand-McNally Co.....536 S. Clark St., Chicago
Fleming H. Revell Co.,.....17 N. Wabash Ave., Chicago
B. H. Sanborn & Co.....623 S. Wabash Ave., Chicago
Chas. Scribner's Sons.....608 S. Dearborn St., Chicago
Scott, Foresman & Co.....623 S. Wabash Ave., Chicago
Silver, Burdett & Co.....623 S. Wabash Ave., Chicago
G. E. Stechert & Co.....151 W. 25th St., New York City
F. A. Stokes Co.....443-449 4th Ave., New York City
John Wiley & Sons.....432 4th Ave., New York City
Webb Publishing Co.....55-79 E. 10th St., St. Paul Minn.

Any books, the publishers of which are not given in the foregoing list, are foreign publications, and may be obtained through G. E. Stechert & Company.

UNIVERSITY
OF CALIFORNIA
LIBRARY

3 0112 061943301